

Little Snoring Parish Council

Clerk Joanna Otte, Little Manor, Thursford Road, Little Snoring, NR21 0JN tel: 01328 822 366

Email: littlestnoringpc@googlemail.com

Present: J Buck, S Harvey, M Kennedy (Chair), A Talbot (Vice-Chair),
and: A Green (District Councillor), S Aquarone (County Councillor) (arrived at end of meeting) and
two members of the public

**Meeting of the Parish Council on
Monday 10 July 2017 at 7.30 pm, in the Community Room on the Playing Field**

MINUTES

Welcome

1. **Apologies** from L Spanton and PC R Dawson were accepted.
2. **Declarations of pecuniary interest** by Councillors in any of the agenda items listed below.
None.
3. It was decided to postpone the **co-option of new members to fill the vacancies** to the next meeting.
4. **Minutes of the previous Meetings** (8 May) were approved and signed as a true record.
5. **Matters arising:** Progress on items from previous meetings for information or reminders only. Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
 - i. In response to the letter about the dead leylandii hedge cuttings at Manor Close, the District Council explained that an order had been made against the owner to remove the rubbish as it was a fire hazard. However before it was removed, there was a fire which was extinguished by the fire brigade. The rest of the branches have now been removed.
6. **The meeting was temporarily closed for Parishioners to express any concerns they may have and for the Police, District and County Councillors to report.**
Police report: Apart from the incident of ASB/Criminal damage at the playing field and the on-going issue in Manor Close there is nothing new.

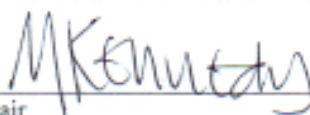
NNDClr Ann Green: the District Council has decided to rebuild *Splash* at Sheringham. Stephen Harvey requested if representation could be made to the District Council to put funds into Fakenham for a swimming pool or similar so that people in this area could also benefit from paying their taxes.

NCClir Steff Aquarone: thanked all those for returning him to Norfolk County Council. He explained that he was in the process of learning what the County Council does and plans to disseminate the information to the people he represents. He is the deputy group leader of the Lib. Dems. He sits on the Audit Committee and the Business and Property Committee. He is here to help with any issues / problems. He intended to make the county council relevant to people. He suggested inviting Karen O'Kane to a meeting to explain the current provision and future plans for superfast broadband in the village. The Clerk was asked to arrange this.
The Chair re-opened the meeting

7. **Highways**
 - i. Items to report
 - a. Root damage to pavement on Kettlestone Road near to a sewage manhole cover.
 - b. Potholes on The Hill near the farm entrance.
8. **SAM2** has been handed over to Stephen Palmer and the Clerk would arrange for S Harvey and A Talbot to help.

Signed:

Chair



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9. Planning

i. To consider applications received

- a. Erection of detached double garage and new ground floor window and Juliet balcony on the rear elevation of the dwelling at **Greenacres**, The Street ref: PF/17/0708. Link circulated. No objection submitted 6 June 2017.
- b. Erection of detached double garage at **Holly House**, The Street ref PF/17/1041. Link circulated. No objection.

ii. To note decisions made by NNDC: none.

- iii. It was noted that a **Tree Preservation Order** had been served on land at **Crossways Caravan Park** ref: TPO/17/0932 which prohibits anyone from cutting down, topping or lopping any of the trees. The order took effect, on a provisional basis, on 14 June 2017. It will continue in force on this basis for a further 6 months or until the order is confirmed by the Council, whichever first occurs. The people affected by the Order have a right to make objections or other representations in writing prior to 12 July 2017.

10. Financial Business

i. The balances on bank statements were confirmed as:

	29/06/2017
Business Saver Account	£6,347.36
Community Account	£4,490.42
	£11,862.93

- ii. **Receipts** since the previous statement were noted: NNDC Surveyors Allotment £1; NCAPTC (Transparency Code grant) £258.75; NNDC precept and LCTSG £4,399; Gt Snoring Parish Council (for 2 dog management signs) £12.62; NNDC (room hire for election) £50; NCC (for urban verge cutting) £320.74

- iii. **Standing order / direct debit payments** since previous meeting: Scooper Dooper: £81.25 x 2 (April & May); Anglian Water £13.00 x 3 (April, May, June); Salary and on-costs

iv. The following payments were approved:

to whom (details of payment)	cheque no.	Amount
Henry Cleverly (notice board repairs)	100702	35.00
Joanna Otte (expenses including extra wages for work on website –transparency code funding)	100703	283.54
Norfolk Pension Fund	100704	56.68
Little Snoring PCC (prize money for Flower Festival)	100705	30.00
NNDC (dog waste collection)	100706	483.84
Joanna Otte (expenses)	100707	103.26
Indigo Waste Services Ltd (bottle bank collection)	100708	16.86
Cheques made between meetings		
CGM Group (weed killer on football pitch)	100698	£252.00
CGM Group (monthly grounds maintenance charge)	100699 -changed to DD	186.60
CGM Group (monthly grounds maintenance charge)	100700 -changed to DD	186.60
Indigo Waste (bottle bank collection)	100701	16.80

- v. It was agreed to add Jetta Buck as **signatory on the Barclays bank accounts** to replace Ray Verrall.

11. Presentation of the village and Reports

- i. **Health and Safety:** S Harvey reported: 5 tiles needed for the bus shelter; dog bin on Great Snoring Road was a little loose but as it rests on the ground no action would be required; bar on wooden climbing frame is rusting and top step is loose (Clerk to ask Henry Cleverly to

Signed: _____

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repaint / repair); hedges in some areas obscuring signs (hedges will not be cut sooner than September); grass cutting around the village and on the playing field was looking very good; moles still a posing a problem (but not too bad at present).

- a. **Annual Playground Inspection Report 2016:** outstanding issues:
 1. Repairs to matting gyro spiral: replacement matting purchased from NGF Play Ltd (Gressenhall). Jeff Stonell has arranged for someone to lay a new mat.
 2. Another sign for entrance at The Croft has been ordered. Jeff Stonell will erect this and the other signs in consultation with the Clerk.
- b. **To consider what action to take to minimise the risk to public using the playing field** due to the uneven surface created by the mole hills and runs. Advice sought from *Fields in Trust* and insurance brokers. A sign stating 'uneven surface' with a pictogram of a person on uneven surface and a mole coming out of a molehill has been approved by Came and Co (insurance brokers) as showing due diligence. Four signs (A5) have been ordered for the entrances to the playing field.
- c. Came and Company advise that the condition of the field should be discussed with the football club before they hire it as the Parish Council has a duty of care to third parties using the land. If they decide to use the field in the condition that it is in then this should be agreed in writing that they are aware of the risks and the potential to injury.
- d. To consider quotes for repairing the surface of the football pitch
 1. **CGM:** supply 8 x 20kg bags of slow release fertiliser and spread in two directions £700 + VAT. Supply 10 tons of screened topsoil, tipping in designated area. Spread approx 8 ton of this to the goal mouth areas and seeding thereafter. The remaining 2 ton of soil to remain on site for use: £610 + VAT.
 2. **Norse:** no quote forthcoming.
It was agreed to ask CGM to carry out the repairs to the pitch as described in their quote.
- e. **Notice board:** the Perspex on the notice board at Thursford Road has been replaced.
- f. To note that the police have security-marked the **defibrillator**.

12. Community Room

- i. **Grant** of £2,500 received from Dudgeon Community Fund for improvements to facilities. End of grant monitoring form has been completed (photos and invoice for installation to follow when work completed).
- ii. **Windows and doors** have been made by IC Systems. Sean Allern has said that he is not able to install them due to personal reasons. Lee Elderton (and Ian Riches) will install the windows and doors.
- iii. It was noted that a couple of the windows had been damaged (and reported to the Police). Ian Riches and Jeff Stonell have carried out **temporary repairs**.

13. **Correspondence:** circulated as usual.

14. Any other business for placing on the **agenda for the next Meeting**.

15. Date and time of next: **Meeting on Monday 11 September 2017** at 7.30 pm

Chair closed the Parish Council meeting at 8.10 pm

Signed: _____
Chair



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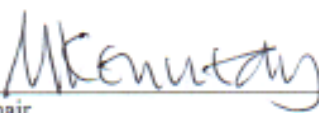
Meeting of Little Snoring Playing Field Association

Following the Parish Council meeting on 10 July 2017

1. **Minutes** from the previous meeting 8 May 2017 were approved and signed.
2. **Financial business**
 - i. **Balance** in account for Lt Snoring Playing Field at 30 June 2017: £2,371.64
 - ii. **Receipts:** Little Snoring Pre-School rent (2 months): £30.
 - iii. **Payments to approve.** It was agreed to make a donation to the Parish Council of £1,300 towards the up-keep of the playing field and football pitch.
3. Other business: none

Meeting closed at 8.15 pm

Signed:


Chair

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